

Hornchurch District Scout Council
(incorporating Cranham, Elm Park, Hornchurch, Rainham and Upminster)



*Trustees' Report and Account
for the year ended*

31 March 2008

HORNCHURCH DISTRICT SCOUT ASSOCIATION

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Trustees

Ex officio:

District Commissioner:	Dean Jefferys (until 31 December 2007) Scott Wilderspin (from 1 January 2008)
District Treasurer:	Darren Cox (until 31 July 2007) David Seddon (from 1 December 2008)
District Explorer Scout Commissioner:	Scott Wilderspin (until 31 December 2007) Adam Woodgate (from 1 January 2008)

Nominated by the District Commissioner:

Sue Cruse – Group Scout Leader (until 24 September 2007)
Linda Thorogood – Deputy District Commissioner
Avril Searle – District Chairman & Public Relations Adviser

Elected

Charles Cox – Deputy District Chairman
Peter Allen (from 24 September 2007)
Robert Searle – Secretary (elected from 18 September 2006, co-opted May to 18 September 2006)

Co-opted

Jim Berry – Deputy District Commissioner
Terry Taylor-Morley - Badge Secretary

Principal Bankers

Natwest, Upminster

Independent examiner

Mrs Dorothy Frost

Charity contact details

Charles Cox (from 1 October 2008)
41 Wingletye Lane, Hornchurch, Essex RM11 3SU

Charity number: 303699

District registration number with the Scout Association: 13705

HORNCHURCH DISTRICT SCOUT ASSOCIATION

Trustees' report for the year ended 31 March 2008

Constitution and trustees

Hornchurch District Scout Council is a registered educational charity established under rules which are laid out in The Policy, Organisation and Rules of the Scout Association. The District Scout Council ("Council") is the electoral body which supports the District and membership is open to members, associate members, scouters and adult supporters in the District. The Council is the body to which The District Executive Committee ("Executive Committee") is accountable.

The Executive Committee comprises members who may be: ex officio, nominated (by the District Commissioner), co-opted (by the Committee), or elected (by the Council). The members of the Executive Committee are the charity trustees, who meet at least five times a year. The members of the Executive Committee during the year, and those who are members at the date of this report, are shown on page 1.

Aim of the Scout Association and Object of the Council

The Aim of the Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials as individuals, as responsible citizens and as members of their local, national and international communities. This Aim is achieved by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law.

The Object of the Council is to promote the Aim of the Scout Association in the geographical area of Cranham, Elm Park, Hornchurch, Rainham and Upminster, which is situated in the Greater London Borough of Havering.

Activities

In the Centenary Year of Scouting, 2007, the District played a full part in the celebrations, holding a very successful weekend Centenary Camp at Belchamps in June 2007, with over 600 of the District's members attending. On 1 August 2007 over 150 cubs and leaders renewed their promises in a Sunrise Ceremony on the Queen's Theatre Green. A programme of other District Events has been implemented, with much success. County events have also been well-supported by the District.

Hornchurch District Scout Council has continued to support and encourage the 16 (2007 15) Scout Groups within its care. A new Group was opened, Ist Harrow Lodge at Albany School, with a Scout troop.

It was pleasing to record another year of increasing membership, of 135 members, to 1,348 in the annual census in January 2007.

The five Explorer Scout units in the District, Centurion, Gladiator, Skullions, Dragon and the Young Leaders continued to run their own programmes and hold a number of joint unit activities. The Centurion Unit ran a successful camp in Serbia.

The District is grateful for the support given by the Jack Petchey Foundation to Scouting, and in particular for the grants, totalling £1,000, which it has given in the year to the Council.

Financial position

Payments in the year exceeded receipts on unrestricted funds by £1,239, largely due to an increase in the stock of badges (£1,160) The explorers' deficit of £993 was due to the Centurion Unit's trip to Serbia in the summer of 2007, the funds for which were substantially raised in the 2006/07 year. Start up grants totalling £451 were made to 1st Corbets Tey, of which £240 came from the Scout Association.

Reserves and investments

The trustees maintain cash reserves in order to support the future of Scouting in Hornchurch. Reserves of £10,000 have been designated for the eventual replacement of the District Headquarters building (prefabricated), District stores and activity and office equipment. Other designated reserves are set out in note 2 to the accounts. After these designations, free general reserves in the region of £1,600 (up from £1,300 in 2007) represent around three (2007 three) months of normal District expenditure, which the trustees believe is reasonable in order to ensure that the general running expenses can be met as they fall due.

Reserves are invested in income-earning deposits at bankers.

Independent examiner

Mrs Dorothy Frost agreed to carry out the independent examination of the 2008 receipts and payments accounts and the Executive Committee is grateful to her for accepting the appointment. Mrs Frost is an experienced charity treasurer and is an independent examiner for similar charities.

Trustees responsibilities

The trustees acknowledge their responsibility for the preparation of the accounts in accordance with guidance issued by the Charity Commission and The Scout Association, and for safeguarding the assets of the charity.

Signed on behalf of the trustees.

12 January 2009

Avril Searle
Chairman of the Trustees

HORNCHURCH DISTRICT SCOUT ASSOCIATION

Independent examiner's report to the trustees of Hornchurch District Scout Council for the year ended 31 March 2008

I report on the accounts for the year ended 31 March 2008 set out on pages 5 to 8.

Respective responsibilities of the trustees and examiners

The charity's trustees are responsible for the preparation of accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under Section 43 (3) of the 1993 Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 43 (7) (b) of the 1993 Act); and
- state whether particular matters have come to our attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1) which gives reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 41 of the Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Acthave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

27 January 2009

Dorothy Frost
Retired Charity Treasurer
9 Woodlands Avenue
Hornchurch
Essex
RM11 2QT

HORNCHURCH DISTRICT SCOUT ASSOCIATION

Receipts and payments account for the year ended 31 March 2008

	Unrestricted Funds £	Restricted Funds £	Total Funds 2008 £	Total Funds 2007 £
Receipts				
Subscriptions from members	33,949		33,949	26,749
Activities run by District :				
- Centenary Camp	18,283		18,283	-
- other	574		574	5,890
Sale of badges	2,691		2,691	2,501
Explorer Units	7,548		7,548	6,353
Grants – start up from HQ	240		240	100
Grants - Jack Petchey Foundation	1,000		1,000	1,000
Interest	252		252	183
Donations and other income	1569		1569	1288
Total receipts	66,106	-	66,106	44,062
Payments				
Direct Charitable Expenditure				
Subscription to Scout Association	28,553		28,553	25,552
Activities run by District:				
- Centenary Camp	18,283		18,283	-
- Other	2,676		2,676	7,128
Purchase of badges	3,265		3,265	2,975
National & District Conferences	1,144		1,144	2,136
Start up grants	451		451	1,417
Explorer Units	9,608		9,608	5,265
Public relations	101		101	138
Equipment and sundry expenses	564		564	346
Premises and office costs	715		715	466
Officers' expenses (note 4)	609		609	436
Training	266		266	120
Grants/donations	1,110		1,110	950
Total payments	67,345	-	67,345	46,930
Excess of (payments over receipts)	(1,239)	-	(1,239)	(2,868)
Bank balances brought forward at 1 st April 2007	14,609	309	14,918	15,101
Bank balances carried forward at 31st March 2008	13,370	309	13,679	14,918

HORNCHURCH DISTRICT SCOUT ASSOCIATION

Statement of assets and liabilities as at 31 March 2008

	Note	2008 £	2007 £
Monetary assets:			
Cash at Bank & In Hand			
Representing:			
General funds		1,607	1,279
Designated funds:	2		
Buildings and equipment		10,000	10,000
Badges		480	1,054
Scout Fellowship		49	49
Explorer Scouts		1,234	2,227
Unrestricted funds		13,370	14,609
Restricted fund	3	309	309
		<u>13,679</u>	<u>14,918</u>
Other assets (at bases of valuation described in note 4):	4		
Fixed assets			
Buildings – District headquarters		19,095	19,095
- Portacabin stores		407	407
Office equipment		600	600
Activity equipment		5,000	5,000
Total fixed assets		<u>25,102</u>	<u>25,102</u>
Stock of badges		<u>5,258</u>	<u>4,098</u>

At the year end the Council had no material liabilities; membership subscriptions of £5,670 had not been received (2007 £5,154).

As explained in note 2, provision is made, through designated accounts, for replacing buildings and equipment when required.

Approved by the trustees on 12 January 2009 and signed on their behalf by:

Avril Searle
District Chairman

Charles Cox
Deputy District Chairman

HORNCHURCH DISTRICT SCOUT ASSOCIATION

Notes to the accounts for the year ended 31 March 2008

1. Basis of accounting

The financial statements have been prepared on a receipts and payments basis and comply with the Statement of Recommended Practice on Accounting and Reporting by Charities where relevant. Receipts are brought into account when cash is received and payments are accounted for when payment is made. This basis of preparation is permitted to charities with an income of less than £100,000 and which are not companies, under section 42(3) of the Charities Act 1993.

The accounts comprise the funds under the control of the Executive Committee, which are:

- the funds administered by the District Treasurer, including the general and designated building and equipment funds;
- the bank account operated by the District Badge Secretary for the purchase and sale of Scout badges to members of the District;
- the funds of the Scout Fellowship, a group for Scouters, not generally attached to a Group, who wish to provide operational support for Scouting in the District.
- the funds of the three District Explorer Scout units which are currently directly administered by, or under the oversight of, the District Treasurer.

2. DESIGNATED FUNDS

	£ 1.4.2007	£ Receipts	£ Payments	£ 31.3.2008
Building and equipment	10,000	-	-	10,000
Badge account	1,054	2,691	(3,265)	480
Scout Fellowship	49	-	-	49
Explorer Units	2,227	8,615	(9,608)	1,234
Total	13,330	9,847	(8,240)	11,763

The trustees designate to the building and equipment funds in order to earmark the funds which will be required to replace the District Headquarters and Stores buildings and the activity and office equipment which is available for the members to use.

The funds of the Badge account, the Scout Fellowship and the Explorer Scout units (except for the restricted fund relating to Explorer Scouts - see note 3) are regarded as designated funds of the Council.

HORNCHURCH DISTRICT SCOUT ASSOCIATION

Notes to the accounts for the year ended 31 March 2008

3. RESTRICTED FUND

This represents the balance of a grant received by Centurion Explorer Unit from London North East Community Foundation, Local Network Fund to enable the District to buy camping equipment for young people in that Explorer Scout Unit.

4. FIXED ASSETS AND STOCK

In the statement of assets and liabilities on page 6, fixed assets and stock are included on the following bases of valuation:

Buildings: HQ at its cost in 1994/95; portacabin store at cost in 2004/05.

Office and activity equipment: at the trustees' estimate of their current replacement cost.

Stock of badges: at the lower of cost and net realisable value.

5. TRUSTEES

The trustees are volunteers and do not receive remuneration for their services to the Council. Four trustees received reimbursement of necessary expenses incurred in the performance of their duties amounting to £609 (2007: five trustees, £437).